



Executive Council Minutes

April 21, 2018

Face to Face Meeting 9:30AM-2:00PM

Moncton Hospital (Meeting Room 6A, beside cafeteria)

Teleconference # 1-888-882-9090 (participant #9845752; chair #5008760), as required.

Present: Mike H., Darrelyn, Claudine, Diane, Darin, Mike G., Linda

Regrets: Kari, Julie

Call to order: 9:45

1.0	Approval	0930-0935	Owner	Time
1.1	Agenda Motion to approve: Darrelyn Seconded: Mike G. Motion passed		Claudine	2
1.2	Minutes from March 10, 2018 Motion to approve: Darin Seconded: Darrelyn Motion passed		Claudine	3
2.0	Business Arising	0935-1145		
2.1	Strategic Plan 2017-19 update/follow-up			
•	PR Plan Review/Approval		All	20
	Last edits done, budget aligned, and PR committee will implement over the year.		Mike	5
	Motion to approve 2018 PR Committee Plan: Darrelyn seconded by Mike G Motion passed		Mike	5
•	RBC Express – Update		All	40
	Mike and Diane had training this week with RBC Express with another training scheduled for next week.		Mike	20
•	RBC VISA - Signatures			
	Not yet received from the bank			
•	Op Manual review (approval Part I and II, review from 3.3 on...)			
	Motion to approve Part I and II of the operational manual by Darin seconded by Mike G. Motion passed.			
	Action: Review up to Finance section for next meeting June 23			
•	Website RFP Review/Approval			

	Motion to approved RFP as proposed, with timelines adjustments to come, by Darrelyn seconded by Mike G. Motion approved		
2.2	School Districts student to SLP ratio – Districts’ contacts for upcoming meeting Action: Darrelyn to give Claudine contact name for Anglophone District. Mike to talk to the Ministry of Education office to try to identify a contact. Try to set up meeting for the summer, by June to have the contact name before next F2F meeting. Claudine to ask Pan Canadian Alliance if they have guidelines for caseload: number of students per SLPs.	Darrelyn/ Claudine	5
2.3	Audiology issues/concerns – Update <ul style="list-style-type: none"> • Letter to be included at Kindergarten registration Action: Mike to modify the letter <ul style="list-style-type: none"> • Hearing Aids Funding cuts - Communication with GNB • Premier’s Council involvement 	Claudine/ Mikes	15
2.4	ECHO Newsletter – Update Meeting with prospect Newsletter Editor. Awaiting example newsletter from candidate. Hoping for a final decision 23 June 2018.	Mike	5
2.5	Student members - Update Linda sent letter from lawyer which confirmed original intent was for students to be mandated to be members. Things have changed with schools now keeping track of hours, etc. Lawyer confirmed that EC could change this with a vote to change bylaws which would then need vote of membership. No other province requires this and very few other professions in NB require it. Motion to remove requirement for mandatory student membership through bylaw amendment process: Darin, seconded: Darrelyn. Motion passed. Action: Linda will add this to to bylaw amendment list.	Linda	5
2.6	CHA Focus Groups - Update Focus groups to be in both languages. Claudine will help with French focus groups. To take place early October 2018. Locations to be Bathurst (24 Oct 2018) and Moncton (17 Oct 2018), 9:00-3:00. Action: Linda to send a notice/invitation email to members, requesting interested parties to apply.	Linda	5

Claudine will reserve venue in Bathurst and Mike will look after Moncton.

2.7	Biennial Conference 2019 – Date required Primary: 20-21 Sep 2019. Backup: 27-28 Sep 2019.	Mike	5
	Lunch Break		1145-1210
3.0	New Business		1210-1300
3.1	Ctte TOR - Approval <ul style="list-style-type: none"> • SLP Ctte (Reviewed, no change) • TTF (Revised) • ECHO Newsletter (Revised) The SLP TOR will be revisited by the EC. Motion to approve the TTF and ECHO TOR: Darin Seconded: Mike G. Motion passed	Mike	10
3.2	S-LP Survey Report Discussed under item 2.2	All	15
3.3	Speech & Hearing Month 2018 <ul style="list-style-type: none"> • SAC Conference – EC Representation • Facebook Campaign - Update • Advertisement Campaign – Update 	Mike	10
3.4	Updated TTF Guidelines Action: Mike will insert in the Op Manual and the EC will approve through the Manual approval.	Mike	5
3.5	Financials (1st Quarter 2018) Mike discussed the financials for 1st quarter, and the upcoming Budget 2019 decision requirements.	Mike/ Julie	5
3.6	Treasurer Away May-Aug (Inclusive) Motion to elect a new Treasurer, Angela Kaiser-Hansen, as the new Treasurer: Darrelyn Seconde: Mike G. Motion passed	Claudine	5
4.0	Network Updates		1300-1325
4.1	Pan Canadian Alliance Darin sent the latest report to PCA on behalf of the EC	Darin/ Kari	10
4.2	CAASPR Linda provided a quick summary in accordance with the latest update she had sent to the EC. CAASPR currently looking for a Project Manager.	Linda	10
4.3	NB Health Profession Regulators Network Next meeting 1 May 2018.	Mike	5
5.0	Committee Updates		1325-1400
5.1	Audiology	Mike	5

5.2	<ul style="list-style-type: none"> ● Update from EC to Audiology Ctte about issues? SLP	Mike	5
5.3	<ul style="list-style-type: none"> ● Update from EC to SLP Ctte about issues/report? Public Relations	Mike	5
5.4	<ul style="list-style-type: none"> ● Facebook statistics AGM / Awards / Conference Ensure meeting timelines, etc. for this AGM.		
5.5	Complaints		
5.6	Discipline <ul style="list-style-type: none"> ● Legal representative as member Claudine and Linda will approach prospect representatives.	Mike	5
5.7	Finance <ul style="list-style-type: none"> ● Fin Ctte Reinstatement – Discussion 	All	10
5.8	Legislation Meeting regularly, with Registrar present lately. Some discussion items being discussed by the ctte include Guest Speaker reqt's and Student Mbrshp (see 2.5)		
5.9	TTF		
5.10	Membership and CEE Currently in CEE Audit cycle and reviewing CHA supervision reqt's.		
5.11	Translation <ul style="list-style-type: none"> ● New Chairperson required after AGM 	Mike	5
6.0	Round Table	1400-14XX	All ?

Claudine has been invited to meet Medavie; she quickly went over the agenda items with the EC. Darin and/or Mike H. to accompany her at the meeting.

7.0 Date & Time of Next Meeting

- May 3, 2018 teleconference, 7:30 PM; and
- Next F2F June 23, 2018 (Fredericton and 9:30-2:00).

8.0 Adjournment: 2:15 by Darrelyn